

Request for Qualifications
for
Architectural and Engineering Services
for the
Planning, Designing, and Construction
of a New School Facility
in
Lewiston Public Schools
William Webster, Jr., Superintendent

Answers to questions from interested candidates:

The question will be in *Italic* followed by our answer. Any duplicate question will have 1 answer.

- *On page 5, under submittal specifications, I have a question in regards to what is asked to be included on cover page. It asks for Maine Registration / License Number and even though we are a Maine licensed firm, we do not have a registration and/or license #. According to the Maine Secretary of State's office, registration / license #'s aren't provided. What is provided is a charter #. Is that acceptable? Please see attached, which was downloaded from Maine Secretary of State's website. I called the office as well and they confirmed that there isn't a registration and/or license #.*
 - *The Request for Qualifications, Submittal Specifications Section related to the Cover Page asks that the submittals list a "Maine Registration / License number". In Maine, individuals have License numbers but firms do not. Would a corporation federal ID# be acceptable or are you looking for the License # for the primary contact individual working on the project?*
 - a. **The license number of the primary person responsible for our project will be sufficient.**
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- *Could you clarify which is the due date for questions, and which is the due date for the proposal?*
 - a. **9/24/14 for questions and 10/1/14 at 4pm for proposals**
 - *Under Delivery and Acceptance Methods, is UPS OK for delivery?*
 - a. **As long as it is here before 4pm on 10/1/14**
 - *In the Information Section, #2 C: average time taken to respond to an RFI: in business days?*
 - a. **Yes in business days**
 - *In the Information Section, #2 D: change order costs as \$ and % of the original construction budget or the low-bid construction amount?*
 - a. **Original construction budget**
 - *In the Information Section, #4: is "substantial" possibly a typo for "sustainable"?*
 - a. **It should read "sustainable energy technology"**
 - *In the Information Section, #13: Is the signature on the cover letter adequate for this question?*
 - a. **As long as the individual signing has the authority to sign a contract**
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- *Do you have a preliminary target budget for the replacement of Martel School? Just trying to get a better handle on the potential scope.*
 - a. No we do not**
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- *I have been in discussions with several of the architectural firms that are thinking about responding to your RFQ for the Design and Construction of a New School Facility in Lewiston. We are a geotechnical and geothermal consulting firm and are interested in supporting the A/E firms on the project. However, the RFQ is not specific as to which engineering disciplines the Architect is responsible for including on their team. Some of the architects tell me that they think that the geotechnical, environmental and geothermal services would be contracted directly by the school. We have seen it both ways. I just wanted to see if you had any thoughts on this. We would love to be involved in the project and if it is your intent to have the A/E firms include geotechnical and geothermal expertise on their teams, I want to make sure we don't miss that boat. If it is not, and you intend to solicit proposals for geotechnical, environmental and geothermal services, we would certainly love to be considered.*
 - a. This is yet to be determined**
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- *We have a question to submit in regards to the Architectural & Engineering Services-Lewiston Public Schools RFQ. In section 3, it asks for a list of all municipal projects within the last 10 years with a project cost of at least \$15 million. Does that includes school construction projects, or just non-school construction projects?*
 - a. Include both school and non-school**
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- *The Request for Qualifications, Information Section, Item #13 asks that the submittals be signed by a representative of the firm.*
Will a signed cover letter bound with the submission meet the requirements of this item?
 - a. As long as the individual signing has the authority to sign a contract**

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